

**Meeting Notes  
Conference Call  
8/17/05 Eboard**

**10:00am – 11:45am**

**In Attendance:**

George Alton, Bob Brooks, Susie Cullen, Eric Edwards, Matt Fengler, John Harris, Dennis Hughes, Becca McConnaughey, Pat Ryan, and Bill Whitcomb

**Items given out before call:**

- Vendor registration form, general registration form, and presentations list.

**Topics of Discussion:**

- Eric Edwards, Matt Fengler, and Rebecca McConnaughey will be signers on Northwest Pavement Management Associations bank account. Bank of America will hold account, account number is 36428407.
- Matt will send insurance company “Liability and Insurance” clause (terms and condition page of registration) to see if this will fit our policy.
- Conference Details:
  1. Presentations:
    - Possible presentation ideas: longitudinal joint construction, life cycle benefits between overlay and full grind and inlay (Bill will check with Alan Curtis), and pavements failing prematurely.
    - We need to have all presentations/agenda done by end of next week (08/26/05).
  2. Registration:
    - General registration form is complete and ready to go out. More logos will be added at bottom of page.
  3. Vendors:
    - Changes: \$2000 Platinum sponsors will have ad space on USB pen drive, \$1000 Gold sponsor and \$500 sponsor will not. Sponsors will be told that memory pen drive will be used for educational purposes and they may send information that they feel would be useful for our organization (deadline to send info is approx 09/07/05). Susie Cullen, Pat Ryan, and Bill Whitcomb volunteered to screen information that is sent from vendors to make sure it is clear from ads, etc.
    - LCD screen outside of vendor room will include all vendors.
    - All vendors will get written acknowledgement in agenda.
    - \$1000 Gold sponsors will also get ad space on agenda.
    - Vendor social on Tuesday evening in vendor room. Association to consider if we want to pay for appetizers for this event.
    - Language will be included in agenda regarding not being able to solicit business if you are registered as a general registrant.

4. Social Event on Wednesday:
  - Discussed having social event at an area that was in close proximity and able to reserve just for our group. John Harris will look into more locations (Pearson Air Museum, OMSI, zoo/forestry center, etc).
5. Computers:
  - Discussed closing down computer room on Wednesday before social which would lower costs.